

~~SECRET~~**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

OS Significant Activities - Week of 8 - 14 September 1988

**FROM**

Plans Branch/PPS/OS

**EXTENSION****NO.****DATE**

15 Sept 1988

**TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/Plans Br

9-15

2.

C/PPS

15 Sept

3.

EO/OS

15 Sept

4.

5.

OS Registry

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

FORM 1-79 **610** USE PREVIOUS EDITIONS~~SECRET~~

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15 September 1988

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:   
Director of Security

SUBJECT: Office of Security Significant Activities  
Week of 8 - 14 September 1988

25X1 1. This memorandum is for information only.

2. The activities of the Office of Security (OS) during the week of 8 - 14 September 1988 were highlighted by the following items:

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f. Representatives of the Office of Security provided guidance and advice to the Congressional Office of Technology Assessment regarding the proper handling and processing of SCI information.

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g. The Office of Security and Office of Logistics will conduct the first running of a joint construction course to be held  in the fall. The course is designed to provide participants with an understanding of the construction process of multi-story office buildings.

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h. The Office of Security has developed a New Headquarters Building security briefing packet designed for use by occupants of vault-type rooms. The packet contains information regarding alarm procedures, Unican locks, safety factors, and general office security procedures.

\*Items which may be of interest to the DCI.

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S E C R E T

SUBJECT: Office of Security Significant Activities  
Week of 8 - 14 September 1988

25X1 OS/PB/PPS/[ ] b1 (15 Sept 1988)

Distribution:

Orig - OS Reg. (Wanged to DDA 15 Sept 88)

- 1 - D/S
- 1 - EO
- 1 - AO
- 1 - C/SES
- 1 - C/CMS
- 1 - DD/PS
- 1 - C/IG
- 1 - C/CI&SG
- 1 - C/CG
- 1 - DD/PTS
- 1 - C/TSG
- 1 - C/PASG
- 1 - C/EAG
- 1 - C/ISG
- 1 - PPS Chrono

S E C R E T